**Parent Forum**

**31.3.17 Minutes**

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| **Attendees**  **Yr Gp PFrep** | Bessa Cador (Headteacher), Debbie Rowlands (minute taker), Jenny Parry (YR), Rachel Walker(YR), Sally White (Y1), Tracey Inniss(Y2), Carol Rogerson(Y3), Lydia Jones (Y4), Lorraine Cooke (Y4) | |
| **Apologies** | Rachel Howell(3), Jo Heath(5) | |
| **Terms of Reference** | Discussed and agreed (see attached) | |
| **Appointment of Chairperson** | Mrs Cador – interim chair | |
| **Agenda Points** | **Commentary** | **Actions** |
| **Focus for Summer term** | BC suggested Homework / School Uniform / Marketing of school and asked for other suggestions  Group raised:   * Communication   Parent suggested events need to go out more quickly so parents can organise time off work.   * PE kit for sporting events.   BC shared that Mr Whalley (new governor) is doing charity event in June and would like to raise funds to purchase new sport events kits  BC discussed the government’s Obesity Strategy. Discussion around how to ensure parental understanding of this initiative and how school can promote.  BC shared link with Wrenbury Surgery’s Manager – commission of art work for reception area by pupils. BC said it would be on theme of Health and Wellbeing. Summer Term Wellbeing lunch club focus to be Resilience. Parent asked why school didn’t tell parents the motive behind asking for water only and need for greater awareness.   * BC- How can we market school better in the community?   Parent said need greater links between Pre-school and Out of school club and school. Discussion around current provision  BC – Is there a need for a holiday club? – many agreed  2 parents said they thought parents may choose Sound because of holiday cover | BC/DR to organise calendar for summer term – send out with HT newsletter✓  PF reps to encourage parents / community members to sponsor Mr Whalley  BC/ Staff promotion of The Obesity Strategy linked with wellbeing and resilience as summer project: letter home / display in school / website / surgery art work |
| **1st Focus** | Agreed: Holiday Cover to be first issue as affecting current parents and prospective parents.  Discussion around types of provider /opportunities:  Sportscape, music/dance provider / Tracey Humphreys – holiday grant for rural areas.  Discussed survey to collate views: needs / desires, current limitations (eg meal provision, interest levels of children, staffing ratios, facility appropriateness for numbers / age groups / activity, times eg 8am -6pm / 9am -3pm…)  Agreed important that we are actively looking to support our families and a short term option such as 3 weeks of external provision in summer holiday would go somewhere to meeting need. DR pointed out that these kind of providers had been offered to parents but uptake was limited and not sufficient to run.  For longer term, need to act on survey outcomes and research options to provide all year wrap around care. | To Survey parents  BC/DR send out survey end of day – paper copy and email  Return surveys by 21st April  PF reps to actively seek out views / returns.  BC/other collate responses |
| **Next meeting** | 19th May – review findings and if time consider other focus items |  |



**Parent Forum**

**Terms of reference:**

* The opportunity to join the Parent Forum is open to all parents/carers.
* There will be a maximum of two parent representatives per year group.
* In the case where more than two nominations per year group are received for the parent representative, elections will be held.
* Each representative will sit on the parent forum for the academic year.
* A parent representative is able to sit on the Parent Forum for more than one year should they wish to nominate themselves and if no more than two nominations are put forward for the year group.
* The Parent Forum will meet each half term.
* The Parent Forum will collectively agree the focus for each meeting.
* The representatives will actively seek the views of parents in their year group to ensure that as many views as possible are represented in meetings.
* The Forum is not in place to address concerns about an individual child, member of staff or governor. Parents who need to discuss these issues should approach their class teacher or the head-teacher, as appropriate.
* The Parent Forum does not arrange social events/fundraising; this is the role of the 'Friends of Wrenbury School’.
* Discussions held will be open and honest. However, the school reserves the right to keep some matters confidential.
* Issues raised at the Parent Forum may be brought to relevant groups' attention. This could include teachers, support staff or Governors.
* Minutes of the meetings will be shared with school community on the school’s website and as a paper copy.

The **aims of the Parent Forum** are:

* To support and promote children's learning
* To help the school find out what parents and carers think about important issues
* To involve parents and carers actively in school decisions
* To make plans that support the ways the school wants to develop and improve outcomes for our pupils